



Aerial Workplatforms

A Berea College Employee Workplace Safety Program

Contents

Purpose	2
Definitions	2
OPERATION	3
DISCIPLINARY ACTION	4
MAINTENANCE.....	4
INSPECTIONS	5
TRAINING.....	5
RECORDKEEPING.....	6
Appendix A - Inspection Form.....	7

Purpose

This program is designed to meet the requirements of 29 CFR 1910.67 and ANSI/SIA A92.5-1992, regarding the use and open mounted elevating and rotating work platforms.

Definitions

(From 29CFR1910.67 & ANSI/SIA A92.5-1992)

- Aerial Ladder: An aerial device consisting of a single or multiple-section extensible ladder
- Articulating boom platform: An aerial device with two or more hinged boom sections.

- Authorized Personnel: Personnel approved or authorized to perform a specific type of duty or duties at a specific location
 - Extensible boom platform: An aerial device (except ladders) with a telescopic or extensible boom.
 - Telescopic derricks shall be considered to be extensible boom platforms when used with a personnel platform.
- Insulated aerial device: An aerial device designed for work on energized lines and apparatus
- Mobile unit: A combination of an aerial device,
 - Operator: A qualified person who controls the movement of the vehicle
 - Platform: Any personnel-carrying device (basket or bucket) which is a component of an aerial device
 - Vehicle: any carrier that is not manually propelled Vertical Tower: an aerial device designed to elevate a platform in a substantially vertical axis.

OPERATION

Only trained Berea College employees shall operate a Berea College owned/leased vehicle mounted elevating platform to be familiar with manuals kept on the aerial platform and to consult these manuals regarding questions about the aerial

Rules of Operation for vehicle mounted elevating and rotating work platforms

1. Only Berea College licensed and certified employees may operate Berea College owned/leased vehicle mounted elevated platforms
2. The operator must always face the direction of travel when traveling
3. Look before you start to see that no person or object is in your path. Always look before backing up
4. Do not carry riders!
5. No horseplay at any time!
6. The platform is operated on a surface that is within the limits specified by the manufacturer.
7. Keep your feet and legs inside the basket
8. A full body-harness should be worn whenever the vehicle is moving or in operation
9. Stay alert, concentrate on the work being done

10. Check the clearance of any hoists or other objects before raising basket
11. Be aware of any overhead power lines
12. Complete daily inspection log

Work area inspection

It should be the responsibility of the operator to check the work area for possible hazards such as:

1. Holes
2. Bumps and floor obstructions
3. Debris
4. Overhead obstructions
5. High voltage lines
6. Hazardous location
7. Wind and weather conditions
8. Presence of unauthorized persons
9. Any other unsafe condition

Rules of Travel for vehicle mounted elevating and rotating work platforms

1. Under normal traffic conditions, keep to the right. The travel speed will be limited according to surface conditions, visibility and other personnel

DISCIPLINARY ACTION

Any operator found to be operating a boom supported or vehicle mounted elevating platform in an unsafe manner shall be prohibited from operating any aerial work platform vehicles. The offending operator shall not be allowed to operate any vehicles until completion of the operator's certification process. Any operator that is involved in an accident shall be prohibited from operating a boom supported or vehicle mounted e accident investigation.

MAINTENANCE

Any Boom supported/Vehicle mounted work platforms not in safe operating condition shall be immediately remove supervisor shall also be immediately notified. Any Boom supported/Vehicle mounted work platforms found in an unsafe to being returned to service. Authorized personnel should perform all repair work. Serviced or repaired Boom supported/ examined prior to being placed back into service.

INSPECTIONS

All Berea College owned or leased Boom supported/Vehicle mounted work platforms should be inspected daily or be performed using an approved inspection checklist.

Daily Inspections

Before operating a vehicle mounted or boom supported vehicle, operators must perform a pre-operation inspection. Deficient items should be tagged for repair with a description of the problem(s). A vehicle mounted or boom supported vehicle that has inspection deficiencies cannot be operated until the repairs have been made. The following is a list that can be used to develop a pre-operation checklist. (S

1. Inspect the wheels and tires
2. Inspect the lights
3. Inspect the basket, boom arm
4. Check for leaks on the floor and around the vehicle
5. Inspect the basket for damage
6. Operate the lift controls
7. Inspect the steering mechanism
8. Test the horn
9. Test the brakes
10. Record the number on the hour meter before and after operation
11. Inspect the hydraulic cylinders and hoses for cracks, leaks, etc.
12. Operation of emergency controls
13. Inspection of all personal fall protection equipment
14. Inspection of all out riggers (if applicable)

Annual Inspections

Aerial platforms shall be inspected annually once every 12 months; this inspection shall be done in accordance to the manufacturer's manual. The mechanic shall perform this inspection and the inspection is to include all items as specified by the manufacturer.

TRAINING

Berea College shall ensure that each operator is competent to safely operate a Boom supported or vehicle mounted platform by completion of a training program and acquisition of a license to operate the equipment. This operator's license will only be for leased equipment. This license shall expire 3 years from the date of issue. The license can be renewed by the employee's training program shall consist of lecture, practical exercise performed by the employee and evaluation of the employee's content should follow current OSHA and ANSI/SIA requirements.

Before being authorized to operate the aerial platform the following shall apply:

1. The employee should have been instructed by a qualified person
2. The employee read and understands the manufacturer's operating instructions and safety rules.
3. Understand all decals, warnings, and instructions displayed on the aerial platform.
4. All training shall be done on the same model that the employee shall be operating.

Aerial Work Platforms 2019

Berea College Work Safety Program

RECORDKEEPING

Berea College shall retain records for at least 3 years. These records shall include the employees that have been trained in the operation of an aerial platform.

Use Inspection Checklist for Aerial Lifts

Instructions: The operator shall inspect aerial lifts prior to placing the machine in service at the beginning of each work shift. Deficiencies noted on the inspection form shall be corrected prior to operation. If the deficiencies cannot be corrected, the aerial lift shall not be used and lockout/tag-out procedures initiated according to the Aerial Lift Policy.

Aerial Lift Make: _____ Model: _____ S/N: _____

Date Completed: _____ Inspected By _____

Inspection Item	OK	Repair	Comments
Operating and emergency controls			
Safety devices			
Structural and other critical components present and all associated fasteners and pins in place			
Personal protective devices (harness, lanyard etc)			
Fluid levels checked (hydraulic oil, engine oil, coolant, Fuel, etc)			
Hydraulic power unit, reservoir, hoses, fittings, cylinders, and manifolds			
Electrical components, wiring harness, and electrical cables			
Loose or missing parts			
Tires and wheels			
Placards, warnings, and control markings			
Owner's manual legible and stored inside container located on platform			
Outriggers, stabilizers and other structures			
Guardrail system			
Cracks in welds or structural components			
Dents or damage to machine			
Other items specified by manufacturer			